



## **CITY OF PRINCE ALBERT**

### **CITY COUNCIL REGULAR MEETING**

# **MINUTES**

**MONDAY, DECEMBER 12, 2022, 5:01 P.M.  
COUNCIL CHAMBER, CITY HALL**

**PRESENT:**

Mayor Greg Dionne  
Councillor Charlene Miller  
Councillor Terra Lennox-Zepp  
Councillor Tony Head  
Councillor Don Cody  
Councillor Dennis Ogradnick  
Councillor Blake Edwards  
Councillor Dawn Kilmer  
Councillor Ted Zurakowski

Terri Mercier, City Clerk  
Sherry Person, City Manager  
Kris Olsen, Fire Chief  
Wes Hicks, Director of Public Works  
Mitchell J. Holash, K.C., City Solicitor  
Kiley Bear, Director of Corporate Services  
Jody Boulet, Director of Community Services  
Ramona Fauchoux, Director of Financial Services  
Craig Guidinger, Director of Planning and Development Services

## **1. CALL TO ORDER**

Mayor Dionne called the meeting to order.

## 2. PRAYER

Mayor Dionne asked that all members stand and that the City Clerk offer the prayer.

## 3. APPROVAL OF AGENDA

0380. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Ogrodnick

That the Agenda for this meeting be approved, as presented, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 4. PRESENTATIONS & RECOGNITIONS

## 5. DECLARATION OF CONFLICT OF INTEREST

## 6. ADOPTION OF MINUTES

0381. **Moved by:** Councillor Miller  
**Seconded by:** Councillor Cody

That the Minutes of the Council Regular Meeting held November 28, 2022, be taken as read and adopted.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 7. NOTICE OF PROCLAMATIONS

## 8. PUBLIC HEARINGS

## 9. DELEGATIONS

## 10. COMMUNICATIONS

10.1 Water Supply Agreement (CORR 22-117)

0382. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Cody

That CORR 22-117 be received and referred to the Mayor's Office.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 11. REPORTS OF ADMINISTRATION & COMMITTEES

11.1 Snow and Ice Control Policy (RPT 22-464)

0383. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Edwards

That the Snow and Ice Control Policy, as attached to RPT 22-464, be approved with the following amendment:

1. Add St. Michael School, located at 1695 - 17<sup>th</sup> Street West as Priority 2 to Schedule A – Priority Route Map.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.2 Water Treatment Plant 2023 Water Purification Materials Tender 42-22 (RPT 22-460)

0384. **Moved by:** Councillor Head  
**Seconded by:** Councillor Lennox-Zepp

1. That the portion of Tender No. 42 of 2022, for the supply and delivery of Poly-Aluminum Chloride for the 2023 Water Purification Materials be awarded to KLEARWATER Equipment & Technologies in the amount of \$587,400, plus five percent (5%) Goods and Services Tax for a total of \$616,770;

2. That the portion of Tender No. 42 of 2022, for the supply and delivery of Powder Activated Carbon for the 2023 Water Purification Materials be awarded to ClearTech Industries Inc. in the amount of \$97,240, plus five percent (5%) Goods and Services Tax for a total of \$102,102;
3. That the portion of Tender No. 42 of 2022, for the supply and delivery of Potassium Permanganate for the 2023 Water Purification Materials be awarded to Brenntag Canada Inc. in the amount of \$93,830, plus five percent (5%) Goods and Services Tax for a total of \$98,521;
4. That the tender amount over the 2023 approved budget allocation for Water Purification Materials in the amount of \$199,538 be funded from the Utility Improvement Fund; and,
5. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.3 Lease Agreement – Prince Albert Golf & Curling Club Inc. (RPT 22-471)

0385. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Miller

1. That the Lease Agreement between The City and the Prince Albert Golf and Curling Club, for the property legally described as Parcel A, Plan No. 67PA11526, Extension 0 and Parcel C, Plan No. 83PA01450, Extension 0, be approved in the amount of \$65,000 for a one (1) year term from January 1, 2023 to December 31, 2023; and,
2. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.4 Animal Control Service Agreement Extension – Prince Albert Society for the Prevention of Cruelty to Animals (RPT 22-462)

0386. **Moved by:** Councillor Head  
**Seconded by:** Councillor Edwards

1. That the Animal Control Service Agreement between The City and the Prince Albert Society for the Prevention of Cruelty to Animals dated December 15, 2020, be extended for a further three (3) years until December 31, 2025 on the same Terms and Conditions for the provision of Contract Services for Bylaw Animal Control;
2. That the Fee for Service remain at \$81,600 per year; and,
3. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.5 Prince Albert Regional Economic Development Alliance – Moving Forward (RPT 22-473)

0387. **Moved by:** Councillor Zurakowski  
**Seconded by:** Councillor Miller

1. That the proposed Prince Albert Regional Economic Development Alliance model, as outlined in RPT 22-473, be approved;
2. That Administration work with the City Solicitor to develop a transitional plan for proposal that would retire The City's legal obligations under the current Prince Albert Regional Economic Development Alliance Agreement and that would protect The City's financial interests in the transition;
3. That the Mayor and City Clerk be authorized to execute an Amending Agreement on behalf of The City, once prepared; and,

4. That the request to fill the vacant Economic Development Manager position be referred for consideration at the January 9, 2023 Executive Committee meeting.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.6 Digital Billboard – 496 Marquis Road East (RPT 22-465)

0388. **Moved by:** Councillor Head  
**Seconded by:** Councillor Lennox-Zepp

That the Sign Permit Application for a Digital Billboard to be located at 496 Marquis Road East, legally described as Lot 1, Block F, Plan No. 76PA10690, be denied.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Ogrodnick, Zurakowski and Mayor Dionne

Against: Councillor: Miller

**CARRIED (8 to 1)**

11.7 Municipal Revenue Sharing Declaration of Eligibility (RPT 22-442)

0389. **Moved by:** Councillor Lennox-Zepp  
**Seconded by:** Councillor Miller

1. That The City of Prince Albert meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
  - a. Submission of the 2021 Audited Financial Statements to the Ministry of Government Relations;
  - b. Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
  - c. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
  - d. Adoption of Procedure Bylaw No. 23 of 2021;
  - e. Adoption of the following Employee Policies to represent the Employee Code of Conduct:

- i. Conflict of Interest Policy;
  - ii. Gift, Favours and Entertainment Policy;
  - iii. Employment of Relatives Policy;
  - iv. Occupational Health and Safety Policy – Harassment Safety Administrative Policy;
  - v. Progressive Discipline Policy;
  - vi. Social Media, Media Relations and Public Statements Policy; and,
  - vii. Freedom of Information and Access to Information Policy; and,
- f. All members of Council have filed their Public Disclosure Statements, as required; and,
2. That The City Clerk be authorized to execute the Declaration of Eligibility and submit it to the Ministry of Government Relations.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.8 2023 General Fund Operating and Capital Budget (RPT 22-461)

Councillor T. Lennox-Zepp rose on a Point of Information following statements made by Mayor Dionne clarifying that City Council began the Central Avenue Streetscape Project funding in 2017 and held discussions prior to that time.

0390. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Head

- 1. That the 2023 General Fund Budget, as attached to RPT 22-461, be approved;
- 2. That \$45,950,360 of revenue necessary to balance the General Fund Operating Budget be raised from Municipal Taxation;
- 3. That the 2023 General Fund Capital Budget in the amount of \$6,692,040, including principal payments on Loans and \$263,040 in Police Capital, be approved;

4. That the 2023 transfer of \$4,910,000 from General Fund Operating to General Fund Capital be approved;
5. That the 2023 Fleet Budget in the amount of \$6,164,400, including \$296,000 in Police Service requirements, be approved;
6. That the 2023 Prince Albert Police Service be funded in the amount of \$18,336,700 inclusive of Capital expenditures of \$263,040 and the Police Base Tax in the amount of \$621,100;
7. That The City accept a \$200,000 transfer from the Police Services Operating Reserve to The City's General Fund, as approved by the Prince Albert Board of Police Commissioners, to assist with budget shortfalls;
8. That the 2023 Reserve Allocations of \$3,887,170 and Principal Payments on Loans of \$281,800 be approved for a total amount of \$4,168,970;
9. That the following staffing changes be approved:
  - a. That the staffing complement for the Information Technology Functional Area increase to include one (1) permanent Infrastructure Systems Analyst position;
  - b. That the staffing complement for Fire Fighters increase to include three (3) permanent Fire Fighters; and,
  - c. That the staffing complement for the Public Works Department increase to include one (1) permanent Foreman II position and one (1) permanent Truck Driver / Equipment Operator position;
10. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve;
11. That the Motions from the 2023 General Fund Budget Committee deliberations, as attached to RPT 22-461, be ratified and that Administration proceed as authorized; and,
12. That the approved 2023 General Fund Budgeted expenditures be approved for disbursement effective January 1, 2023.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Ogrodnick, Zurakowski and Mayor Dionne

Against: Councillors: Miller and Lennox-Zepp

**CARRIED (7 to 2)**

Councillor T. Zurakowski rose on a Point of Order indicating this matter has been voted on and members of Council have had an opportunity to discuss, therefore, he requested the Mayor to proceed to the next item on the Agenda.

The Mayor, ruled **IN FAVOR** and proceeded to the next Agenda item.

11.9 2023 Land Fund Operating and Capital Budget (RPT 22-469)

0391. **Moved by:** Councillor Zurakowski  
**Seconded by:** Councillor Head

1. That the 2023 Land Fund Operating Budget, as attached to RPT 22-469 be approved as follows:
  - a. Operating revenues of \$485,000;
  - b. Operating expenses of \$283,980;
  - c. Capital and Interfund Transactions of \$76,500; and,
  - d. An operating surplus of \$124,520 to fund Capital Projects, Loan Principal Payments, and Reserve Transfers;
2. That the 2023 Land Fund Capital expenditures of \$0 and Loan Principal Payments of \$293,100, be approved;
3. That the Motions from the 2023 Land Fund Budget Committee deliberations, as attached to RPT 22-469, be ratified and that Administration proceed as authorized; and,
4. That the approved 2023 Land Fund Budgeted expenditures be approved for disbursement effective January 1, 2023.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.10 2023 Airport Fund Operating Capital Budget (RPT 22-468)

0392. **Moved by:** Councillor Head  
**Seconded by:** Councillor Cody

1. That the 2023 Airport Fund Operating Budget, as attached to RPT 22-468, be approved as follows:
  - a. Operating revenues of \$1,095,610;
  - b. Operating expenses of \$1,270,500;
  - c. Capital and Interfund Transfers of \$403,430; and,
  - d. A deficit of \$578,320. After adjusting for non-cash amortization, there is a surplus of \$166,680 to fund Capital Projects and Reserve Transfers;
2. That the 2023 Airport Fund Capital expenditures of \$18,000, be approved;
3. That the Motions from the 2023 Airport Fund Budget Committee deliberations, as attached to RPT 22-468, be ratified and that Administration proceed as authorized; and,
4. That the approved 2023 Airport Fund Budgeted expenditures be approved for disbursement effective January 1, 2023.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.11 2023 Water Utility Fund Operating Capital Budget (RPT 22-466)

0393. **Moved by:** Councillor Lennox-Zepp  
**Seconded by:** Councillor Kilmer

1. That the 2023 Water Utility Fund Operating Budget, as attached to RPT 22-466, be approved as follows:
  - a. Operating revenues of \$19,955,250;
  - b. Operating expenses of \$14,225,210;
  - c. Capital and Interfund Transactions of \$6,199,060; and,
  - d. A deficit of \$469,020. After adjusting for non-cash amortization, the surplus is \$5,280,980 to fund Capital Projects and Loan Principal Payments;

2. That the 2023 Water Utility Fund Capital expenditures of \$3,085,200 and Loan Principal Payments of \$1,773,300, be approved;
3. That the Motions from the 2023 Water Utility Fund Budget Committee deliberations, as attached to RPT 22-466, be ratified and that Administration proceed as authorized; and,
4. That the approved 2023 Water Utility Fund budgeted expenditures be approved for disbursement effective January 1, 2023.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.12 2023 Sanitation Fund Operating Capital Budget (RPT 22-467)

0394. **Moved by:** Councillor Zurakowski  
**Seconded by:** Councillor Miller

1. That the 2023 Sanitation Fund Operating Budget, as attached to RPT 22-467, be approved as follows:
  - a. Operating revenues of \$5,755,760;
  - b. Operating expenses of \$4,953,130;
  - c. Capital and Interfund Transfers of \$1,305,110; and,
  - d. A deficit of \$502,480. After adjusting for non-cash amortization, the surplus is \$487,520 to fund Capital Projects and Loan Principal Payments;
2. That the 2023 Sanitation Fund Capital expenditures of \$544,800 be approved;
3. That the Motions from the 2023 Sanitation Fund Budget Committee deliberations, as attached to RPT 22-467, be ratified and that Administration proceed as authorized; and,
4. That the approved 2023 Sanitation Fund budgeted expenditures be approved for disbursement effective January 1, 2023.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 12. UNFINISHED BUSINESS

## 13. MAYOR & COUNCILLORS FORUM

## 14. INQUIRIES

### 14.1 Councillor Miller – Carlton Park Suites – 1225 – 28<sup>th</sup> Street East

What can be done regarding the following concerns at Apartment Buildings A, B and C located at Carlton Park Suites:

1. Outside door is unlocked and people are in the hallways every day all day long;
2. Garbage in hallways;
3. Fire Alarms maliciously being pulled all hours of the day; and,
4. Fire Department has been attending Carlton Park Suites at least twenty (20) times in the last two (2) months due to false alarms.

### 14.2 Councillor Head – Daily Break-Ins

1. What is the City Police doing to address the daily vehicle break-ins in the Midtown/Ward 3 area in the last two (2) weeks. Another window was smashed this morning and belongings were stolen; and,
2. Will there be added patrols during the late evening/morning hours.

## 15. INQUIRY RESPONSES

### 15.1 November 28, 2022 City Council Meeting Inquiry Responses (INQ 22-13)

0395. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Ogradnick

That INQ 22-13 be received as information and filed.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

- 16. NOTICE OF MOTION
- 17. MOTIONS
- 18. PUBLIC FORUM
- 19. ADJOURNMENT – 6:48 P.M.

0396. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Zurakowski

That this Council do now adjourn.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

**CARRIED UNANIMOUSLY**

  
MAYOR GREG DIONNE

  
CITY CLERK

MINUTES ADOPTED THIS 23<sup>RD</sup> DAY OF JANUARY A.D. 2023.